

Property & Maintenance Committee
May 13, 2020

Present: Cedric Schnitzler, Adam Balz, Mary Cook, Remy Gomez, Mark Halverson
Others: Garry Spohn, Wallace Habegger, Tina Osterberg, Kim Krouse

- The meeting was called to order in the Monroe County Board Assembly Room at 4:00 p.m. by Chair Cedric Schnitzler.
- Public Comment Period – None.
- Establishment of Monthly Meetings Date/Time – Wednesday, June 10, 2020 at 4:00 p.m. in the Monroe County Board Assembly Room.
- Minutes Approval – Motion by Mark Halverson second by Mary Cook to approve the 03/11/20 minutes. Carried 5-0.
- Election of Committee Vice-Chairman – Chair Cedric Schnitzler opened the floor for nominations. Motion by Remy Gomez second by Mark Halverson to nomination Mary Cook for Vice-Chair. Carried 5-0.
- COVID-19 – Garry Spohn explained that his department is assisting in cleaning and sanitizing of buildings. Environmental guards, plexi glass are being installed in several offices.
- Northern Natural Gas Pipeline/Rolling Hills – Kim Krouse explained that a natural gas pipeline currently runs across the Rolling Hills property. Northern Natural Gas will be installing a second line. Mid to late July is the estimated start date of the project. Staging areas were provided to members. This item will be revisited next month.
- Administrative Center Roof – Garry Spohn explained that a new roof was placed on the Administrative Center last fall. Weather permitting, not all work had been completed. This spring, the company has returned to continue work on the roof.
- Tax Delinquent Properties – Garry Spohn explained that currently Corporation Counsel is working with homestead privileges. We cannot move forward until that time has elapsed. June 26, 2020 is the estimated date when the county can move forward. Garry provided an overview of current tax delinquent parcels.
- Electrical Vault – Garry Spohn explained electrical vault leakage within the Justice Center. Options are currently being explored.
- Landscaping – Garry Spohn explained that landscape manicuring has been completed in the circle drive at the Justice Center entrance. In the Courthouse lawn there is a round area with landscaping surrounded by fence spears. The fence is corroding and falling apart. He also explained that it is a struggle growing grass along the south side entrance of the Justice Center. Discussion. Motion by Remy Gomez second by Adam Balz to remove the fencing around artesian well by the Courthouse. Carried 5-0.
- Rolling Hills Projects – Garry Spohn explained that a new hot water line has been placed at Rolling Hills. The project is close to being completed.
- Justice Center Projects – Garry Spohn explained that last year the following projects were completed but not limited to: radio repeater, door control issues, ADA compliance changes to include handicap ramp and bathrooms, Sheriff department exhaust fans, multistack alarm, roof leaks, improvements to IT rooms, small concrete projects, railing on sides of main entrance of Justice center for safety from roof run-off, generator load bank, safety cabinet.
- The Buildings Manager Report was provided.

The minutes are not official until approved by the Property & Maintenance Committee at their next regular meeting

- Items for next month's agenda – Northern Natural Gas Pipeline/Rolling Hills, Tax Delinquent Properties.
- Chair Cedric Schnitzler adjourned the meeting at 5:37 p.m. Carried 5-0.

Shelley Bohl, Monroe County Clerk
Recorder